

**CARLTON MANOR, INC.
DBA: EVERFORWARD**

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

YEARS ENDED JUNE 30, 2025 AND 2024



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**CARLTON MANOR, INC.
DBA: EVERFORWARD
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INDEPENDENT AUDITORS' REPORT

Board of Directors
Carlton Manor, Inc.
dba: EverForward
St. Petersburg, Florida

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Carlton Manor, Inc. dba: EverForward (the Organization) (a nonprofit organization), which comprise the statement of financial position as of June 30, 2025, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization, as of June 30, 2025, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other Matter – Prior Year Financial Statements

The financial statements of Carlton Manor, Inc. dba: EverForward, for the year ended June 30, 2024, were audited by another auditor who expressed an unmodified opinion on those statements on June 16, 2025.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

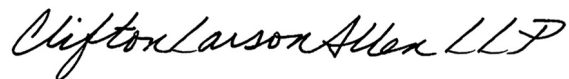
We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of state financial assistance, as required by Chapter 10.650, *Rules of the Auditor General of the State of Florida*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 21, 2026, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.



CliftonLarsonAllen LLP

Lakeland, Florida
August 21, 2026

**CARLTON MANOR, INC.
DBA: EVERFORWARD
STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2025 AND 2024**

	<u>2025</u>	<u>2024</u>
ASSETS		
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 1,824,243	\$ 1,381,656
Investments	148,025	133,584
Adolescent Care Receivables	433,924	433,314
Prepaid Expenses	171,055	-
Total Current Assets	<u>2,577,247</u>	<u>1,948,554</u>
NONCURRENT ASSETS		
Property and Equipment, Net	531,535	623,513
Right-of-Use Assets - Finance, Net	1,394	-
Right-of-Use Assets - Operating, Net	47,835	-
Total Noncurrent Assets	<u>580,764</u>	<u>623,513</u>
Total Assets	<u><u>\$ 3,158,011</u></u>	<u><u>\$ 2,572,067</u></u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts Payable	\$ 234,707	\$ 6,136
Accrued Payroll	92,253	149,012
Accrued Expenses	12,804	12,422
Refundable Advance	1,373,524	1,086,023
Current Portion of Notes Payable	-	1,842
Current Portion of Economic Injury Disaster Loan	3,563	-
Current Portion of Lease Liability - Finance	556	-
Current Portion of Lease Liability - Operating	16,623	-
Total Current Liabilities	<u>1,734,030</u>	<u>1,255,435</u>
LONG-TERM LIABILITIES		
Economic Injury Disaster Loan	146,437	150,000
Lease Liability - Finance, Net of Current Portion	900	-
Lease Liability - Operating, Net of Current Portion	32,840	-
Total Long-Term Liabilities	<u>180,177</u>	<u>150,000</u>
Total Liabilities	1,914,207	1,405,435
NET ASSETS WITHOUT RESTRICTIONS		
Board-Designated for Property and Equipment	531,535	623,513
Undesignated	712,269	543,119
Total Net Assets Without Restrictions	<u>1,243,804</u>	<u>1,166,632</u>
Total Liabilities and Net Assets	<u><u>\$ 3,158,011</u></u>	<u><u>\$ 2,572,067</u></u>

See accompanying Notes to Financial Statements.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
STATEMENTS OF ACTIVITIES
YEARS ENDED JUNE 30, 2025 AND 2024**

	<u>2025</u>	<u>2024</u>
OPERATING REVENUES WITHOUT RESTRICTIONS		
Adolescent Care Revenue	\$ 4,364,215	\$ 4,173,685
Other Revenues	5,360	80,128
Contributions	<u>4,166</u>	<u>27,634</u>
Total Operating Revenues Without Restrictions	4,373,741	4,281,447
OPERATING EXPENSES		
Program Services	4,007,555	4,283,834
Administration	<u>359,884</u>	<u>272,504</u>
Total Operating Expenses	<u>4,367,439</u>	<u>4,556,338</u>
OPERATING INCOME (LOSS)	6,302	(274,891)
NONOPERATING INCOME		
Loss on Sale of Property and Equipment	(2,001)	-
Investment Income	11,791	16,415
Interest and Dividends	<u>61,080</u>	<u>9,735</u>
Total Nonoperating Income	<u>70,870</u>	<u>26,150</u>
CHANGES IN NET ASSETS WITHOUT RESTRICTIONS	77,172	(248,741)
Net Assets Without Restrictions - Beginning of Year	<u>1,166,632</u>	<u>1,415,373</u>
NET ASSETS WITHOUT RESTRICTIONS - END OF YEAR	<u><u>\$ 1,243,804</u></u>	<u><u>\$ 1,166,632</u></u>

See accompanying Notes to Financial Statements.

CARLTON MANOR, INC.
DBA: EVERFORWARD
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2025

	<u>Program</u>	<u>Administration</u>	<u>Total</u>
Personnel Expenses:			
Salaries	\$ 2,287,348	\$ 198,900	\$ 2,486,248
Employee Benefits	366,011	31,827	397,838
Payroll Taxes	180,850	15,726	196,576
Total Personnel Expenses	<u>2,834,209</u>	<u>246,453</u>	<u>3,080,662</u>
Operating Expenses:			
Child Clothing	14,948	1,125	16,073
Computer Software	23,573	15,715	39,288
Depreciation and Amortization	69,134	3,639	72,773
Dues and Subscriptions	15,679	-	15,679
Education Supplies	6,200	467	6,667
Facility Supplies	28,377	2,136	30,513
Foster Child Activities	264,590	19,915	284,505
Household Food	122,740	-	122,740
Household Supplies	36,492	-	36,492
In-Kind Expenses	2,862	215	3,077
Insurance	105,764	7,961	113,725
Interest Expense	-	8,574	8,574
Internet and Telephone	28,790	2,167	30,957
IT Expenses	5,664	426	6,090
Miscellaneous	-	7,385	7,385
Office Supplies	11,885	5,094	16,979
Permits and Fees	2,874	2,280	5,154
Postage	199	1,791	1,990
Professional Fees	153,918	12,990	166,908
Rent - Buildings	23,424	1,763	25,187
Rent - Equipment	2,920	220	3,140
Repairs and Maintenance	125,297	9,431	134,728
Trainings and Recruitment	12,452	1,883	14,335
Travel and Auto Mileage	58,084	3,928	62,012
Utilities	57,480	4,326	61,806
Total Operating Expenses	<u>1,173,346</u>	<u>113,431</u>	<u>1,286,777</u>
Total Functional Expenses	<u><u>\$ 4,007,555</u></u>	<u><u>\$ 359,884</u></u>	<u><u>\$ 4,367,439</u></u>

See accompanying Notes to Financial Statements.

CARLTON MANOR, INC.
DBA: EVERFORWARD
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2024

	<u>Program</u>	<u>Administration</u>	<u>Total</u>
Personnel Expenses:			
Salaries	\$ 2,567,585	\$ 163,889	\$ 2,731,474
Payroll Taxes and Fringe Benefits	462,371	29,513	491,884
Total Personnel Expenses	<u>3,029,956</u>	<u>193,402</u>	<u>3,223,358</u>
Operating Expenses:			
Operating Supplies and Expenses	308,349	23,209	331,558
Building Occupancy	211,055	18,353	229,408
Professional Services	176,754	11,282	188,036
Food Services	157,432	-	157,432
Insurance	147,446	9,411	156,857
Depreciation	99,556	7,493	107,049
Other Expenses	74,262	4,740	79,002
Travel	49,888	3,184	53,072
Equipment Costs	19,000	1,430	20,430
Interest Expense	9,955	-	9,955
Provision for Credit Losses	181	-	181
Total Operating Expenses	<u>1,253,878</u>	<u>79,102</u>	<u>1,332,980</u>
Total Functional Expenses	<u><u>\$ 4,283,834</u></u>	<u><u>\$ 272,504</u></u>	<u><u>\$ 4,556,338</u></u>

See accompanying Notes to Financial Statements.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
STATEMENTS OF CASH FLOWS
YEARS ENDED JUNE 30, 2025 AND 2024**

	<u>2025</u>	<u>2024</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in Net Assets	\$ 77,172	\$ (248,741)
Adjustments to Reconcile Change in Net Assets to		
Net Cash Provided by Operating Activities:		
Depreciation	72,773	107,049
Amortization of Financing Right-of-Use Assets	507	-
Loss on Sale of Property and Equipment	2,001	-
Gain on Investments	(16,549)	(16,726)
Change in Assets and Liabilities:		
Adolescent Care Receivable	(610)	(22,147)
Prepaid Expenses	(171,055)	-
Operating Right-of-Use Assets - Operating	1,628	-
Accounts Payable	228,571	(46,587)
Accrued Payroll	(56,759)	20,479
Accrued Expenses	382	5,308
Refundable Advance	287,501	1,086,023
Net Cash Provided by Operating Activities	<u>425,562</u>	<u>884,658</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of Investments	(139,665)	-
Proceeds from Sales of Investments	141,773	-
Proceeds from Sales of Property and Equipment	59,000	-
Purchases of Property and Equipment	(41,796)	(129,466)
Net Cash Provided (Used) by Investing Activities	<u>19,312</u>	<u>(129,466)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Payments on Finance Leases	(445)	-
Repayments on Note Payables	(1,842)	(21,500)
Net Cash Used by Financing Activities	<u>(2,287)</u>	<u>(21,500)</u>
NET INCREASE IN CASH	442,587	733,692
Cash and Cash Equivalents - Beginning of Year	<u>1,381,656</u>	<u>647,964</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 1,824,243</u>	<u>\$ 1,381,656</u>
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION		
Cash Paid for Interest	<u>\$ 8,574</u>	<u>\$ 9,955</u>
Right-of-Use Assets Obtained in Exchange for		
New Finance Lease Liabilities	<u>\$ 1,901</u>	<u>\$ -</u>

See accompanying Notes to Financial Statements.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 1 NATURE OF BUSINESS AND ORGANIZATION

Carlton Manor, Inc. dba: EverForward (the Organization) was chartered as a nonprofit Florida corporation on July 22, 1980. The Organization provides various mental health services and licensed foster care and therapeutic group homes for adolescent boys and girls, predominantly in Pinellas County, Florida.

Funding is provided primarily by third-party payers, the State of Florida and Pinellas County through contacts with the Department of Children and Families and Family Support Services of Pasco and Pinellas Counties.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Organization have been prepared using the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Net Assets

Net assets, revenues, expenses, and gains and losses are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The board of directors (the Board) has designated, from net assets without donor restrictions, net assets for various reasons.

Net Assets With Donor Restrictions – Net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Cash and Cash Equivalents

For purposes of the statements of cash flows, the Organization considers all highly liquid investments without restrictions with an initial maturity of three months or less to be cash equivalents. The balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to certain limits. Insured accounts are guaranteed by the FDIC up to \$250,000 per depositor, per insured bank, for each account ownership category. As of June 30, 2025 and 2024, the Organization had approximately \$1,352,071 and \$946,000, respectively, in excess of FDIC insurance limits. The Organization has not experienced any losses in its cash accounts and does not believe it is exposed to any significant credit risks related to uninsured amounts.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Investments

The Organization records investment purchases at cost, or if donated, at fair value on the date of donation. Thereafter, investments are reported at their fair values in the statements of financial position. Investment income is included in the statements of activities and consists of realized and unrealized gains and losses.

Property and Equipment, Net

The Organization records property and equipment additions having an estimated useful life over one year and a cost over \$2,500, or if donated, at fair value on the date of donation. Depreciation is calculated by the straight-line method over the estimated useful lives of the assets. Maintenance and repairs are charged to operations when incurred. When property and equipment are sold or otherwise disposed of, the asset account and related accumulated depreciation account are relieved, and any gain or loss is included in the statements of activities as an increase or decrease in net assets without donor restrictions.

Adolescent Care Receivables

In evaluating the net realizable value of adolescent care accounts receivable, the Organization continuously monitors its accounts receivable for each of its major payer sources of revenue to estimate the appropriate allowance for credit losses and provision for credit loss. On a continuing basis, management analyzes delinquent receivables and, if necessary, reduces recorded accounts receivable by an estimated allowance for credit losses. After it exhausts all reasonable collection efforts, the Organization writes off uncollected balances against the allowance for credit losses.

The Organization estimated adolescent care accounts receivable to be fully collectible at June 30, 2025 and 2024 and did not record an allowance for credit losses. The Organization did not have write-offs of accounts receivable or incur a provision for credit loss for adolescent care accounts receivable during the years ending June 30, 2025 and 2024.

Refundable Advances

Refundable advances consist of employee retention credits received in 2025 and prior and are subject to recoupment by the IRS in the event the IRS determines the Organization is ineligible. Refer to the employee retention credit refundable advance footnote for further details.

Leases

The Organization determines if an arrangement is a lease at inception. Operating leases are included in the statements of financial position as an operating lease right-of-use (ROU) assets and operating lease liability. Finance leases are included in the statements of financial position as finance lease ROU assets and finance lease liability.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Leases (Continued)

ROU assets represent the Organization's right to use an underlying asset for the lease term and lease liabilities represent the Organization's obligation to make lease payments arising from the lease. ROU assets and liabilities are recognized at the lease commencement date based on the present value of lease payments over the lease term. As most leases do not provide an implicit rate, the Organization uses the risk-free discount rate based on the information available at commencement date in determining the present value of lease payments. The operating lease ROU asset also includes any lease payments made and excludes lease incentives. The lease terms may include options to extend or terminate the lease when it is reasonably certain that the Organization will exercise that option. Lease expense for lease payments is recognized on a straight-line basis over the lease term. The individual lease contracts do not provide information about the discount rate implicit in the lease. Therefore, the Organization has elected to use a risk-free discount rate determined using a period comparable with that of the lease term for computing the present value of lease liabilities.

The Organization has elected to recognize payments for short-term leases with a lease term of 12 months or less as expense as incurred and these leases are not included as lease liabilities or ROU assets on the statements of financial position.

Revenue Recognition

The Organization receives substantially all of its grant and contract revenue from state and local agencies. Contract revenue (up to the contract ceiling) from its contracts is recognized over a period which represents the service period for certain contracts, or to the extent of expenses dependent on the contract.

Adolescent Care Revenue

The Organization reports adolescent care revenue at the estimated net realizable amounts from community-based care entities, health plans, and others for services rendered. The Organization recognizes adolescent care revenue when it provides the related services.

Contributions

These are recognized in the period the commitment is made and are recorded as either with donor restrictions or without donor restrictions depending on the existence and/or nature of any donor restrictions. When a time restriction ends or a purpose restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and are reported in the accompanying statements of activities as net assets released from restrictions.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Functional Expense Allocation

The costs of providing the various programs and other activities have been detailed in the statements of functional expenses and summarized in the statements of activities. Expenses that can be identified with a specific program and support service are allocated directly according to their natural expense classification. Other supporting service expenses are allocated to program and supporting services based on time and effort or facility square footage percentages as applicable.

Income Taxes

The Organization is organized as a Florida nonprofit corporation and has been recognized by the Internal Revenue Service (IRS) as exempt from federal income taxes under IRC Section 501(a) as an organization described in IRC Section 501(c)(3), qualifies for the charitable contribution deduction under IRC Sections 170(b)(1)(A)(vi) and (viii), and has been determined not to be a private foundation under IRC Sections 509(a)(1) and (3), respectively. The Organization is annually required to file a Return of Organization Exempt from Income Tax (Form 990) with the IRS. In addition, the Organization is subject to income tax on net income that is derived from business activities that are unrelated to its exempt purposes. The Organization has determined that it is not subject to unrelated business income tax and has not filed an Exempt Organization Business Income Tax Return (Form 990-T) with the IRS.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles in the United States of America requires management to make estimates and assumptions that affect certain amounts and disclosures. Accordingly, actual results could differ from estimates.

Subsequent Events

Management has performed an analysis of the activities and transactions subsequent to June 30, 2025 to determine the need for any adjustments to and/or disclosures within the audited financial statements for the year ended June 30, 2025. Management has performed their analysis through August 21, 2026, the date the financial statements were available to be issued and has noted no subsequent events requiring disclosure in the financial statements.

NOTE 3 LIQUIDITY AND AVAILABILITY

The Organization's management monitors its liquidity so that it is able to cover operating expenses and other costs related to special projects. Their investment policy is designed to balance current returns with long-term growth.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 3 LIQUIDITY AND AVAILABILITY (CONTINUED)

The Organization has the following financial assets available within one year of the statement of financial position dates for general expenditures without board designations:

	2025	2024
Financial Assets at Year-End:		
Cash and Cash Equivalents	\$ 1,824,243	\$ 1,381,656
Investments	148,025	133,584
Adolescent Care Receivables	433,924	433,314
Financial Assets Available to Meet General Expenditures Within One Year	<u>\$ 2,406,192</u>	<u>\$ 1,948,554</u>

As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

NOTE 4 INVESTMENTS

The Organization values certain assets and liabilities at fair value in the financial statements. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction in the principal, or most advantageous, market at the measurement date under current market conditions regardless of whether that price is directly observable or estimated using another valuation technique. Inputs used to determine fair value refer broadly to the assumptions that market participants would use in pricing the asset or liability, including assumptions about risk. Inputs may be observable or unobservable. Observable inputs are inputs that reflect the assumptions market participants would use in pricing the asset or liability based on market data obtained from sources independent of the reporting entity. Unobservable inputs are inputs that reflect the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset or liability based on the best information available.

A three-tier hierarchy categorizes the inputs as follows:

Level 1 – Quoted prices (unadjusted) in active markets for identical assets or liabilities that can accessed at the measurement date.

Level 2 – Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. These include quoted prices for similar assets or liabilities in active markets, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the asset or liability, and market-corroborated inputs.

Level 3 – Unobservable inputs for the asset or liability. In these situations, management develops inputs using the best information available in the circumstances.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 4 INVESTMENTS (CONTINUED)

In some cases, the inputs used to measure the fair value of an asset or a liability might be categorized within different levels of the fair value hierarchy. In those cases, the fair value measurement is categorized in its entirety in the same level of the fair value hierarchy as the lowest level input that is significant to the entire measurement. Assessing the significance of a particular input to entire measurement requires judgment, taking into account factors specific to the asset or liability. The categorization of an asset within the hierarchy is based upon the pricing transparency of the asset and does not necessarily correspond to our assessment of the quality, risk, or liquidity profile of the asset or liability.

Money Market Funds – These are open-ended money market mutual funds valued at a \$1.00 stable net asset value (NAV) for reporting purposes and transact at \$1.00 for subscription and redemption activity. However, on a daily basis the funds NAV is calculated using the amortized cost (not market value) of the securities held in the fund.

Mutual Funds – Valued at the daily closing price as reported by the fund. Mutual funds held by the Organization are open-end mutual funds that are registered with the Securities and Exchange Commission. These funds are required to publish their daily NAV and to transact at that price. The mutual funds held by the Organization are deemed to be actively traded.

The following tables present assets and liabilities measured at fair value on a recurring basis, as of June 30:

2025				
	Total	Level 1	Level 2	Level 3
Mutual Funds	\$ 148,025	\$ 148,025	\$ -	\$ -
Total Assets at Fair Value	<u>\$ 148,025</u>	<u>\$ 148,025</u>	<u>\$ -</u>	<u>\$ -</u>
2024				
	Total	Level 1	Level 2	Level 3
Money Market Funds	\$ 585,313	\$ 585,313	\$ -	\$ -
Mutual Funds	133,584	133,584	-	-
Total Assets at Fair Value	<u>\$ 718,897</u>	<u>\$ 718,897</u>	<u>\$ -</u>	<u>\$ -</u>

Money market funds are presented as cash on the accompanying statements of financial position.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 5 PROPERTY AND EQUIPMENT, NET

Property and equipment along with the related accumulated depreciation consist of the following as of June 30:

	2025	2024	Useful Life (Years)
Land	\$ 165,870	\$ 165,870	N/A
Building and Improvements	1,362,048	1,338,152	5-25
Vehicles	104,565	198,414	5-7
Furniture and Fixtures	241,504	223,604	7
Less: Accumulated Depreciation	(1,342,452)	(1,302,527)	
Property and Equipment, Net	<u>\$ 531,535</u>	<u>\$ 623,513</u>	

Depreciation expense for the years ending June 30, 2025 and 2024 was \$72,773 and \$107,049, respectively.

Property and equipment are recorded at cost when purchased, or at fair value at the date of donation if received as a contribution. Such assets are depreciated over their estimated useful lives using the straight-line method. The carrying amounts reported in the accompanying financial statements are based on historical cost less accumulated depreciation and are not intended to represent, nor do they necessarily approximate, current fair market values or replacement costs.

NOTE 6 LONG-TERM DEBT AND LINE OF CREDIT

Long-term debt consists of:

	2025	2024
July 2019 vehicle loans; monthly payments of approximately \$1,850 per month including interest at a fixed rate of 5.15%; maturing July 2024; secured by the vehicle	\$ -	\$ 1,842
Less: Current Portion of Long-Term Debt	<u>-</u>	<u>-</u>
Total Long-Term Debt, Net	<u>\$ -</u>	<u>\$ 1,842</u>

There was no interest on the long-term debt in 2025 and the total interest expense on the long-term debt for the year ending June 30, 2024 was approximately \$2,900.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 6 LONG-TERM DEBT AND LINE OF CREDIT (CONTINUED)

Line of Credit

The Organization had a Line of Credit agreement with a financial institution with a borrowing limit of \$100,000. The Line of Credit bore interest at the Prime Rate plus 6% (14.50% as of June 30, 2024), was secured by substantially all assets of the Organization, and automatically renewed until cancelled by either party. The Organization closed the Line of Credit in April 2025.

At June 30, 2025, there were no outstanding borrowings and no amounts available to be drawn under the Line of Credit as the line had been terminated. At June 30, 2024, outstanding borrowings were \$-0- and \$100,000 was available to be drawn. Interest expense related to the Line of Credit was \$-0- for the years ended June 30, 2025 and 2024.

NOTE 7 PAYCHECK PROTECTION PROGRAM LOAN

Economic Injury Disaster Loan

In June 2020, the Organization executed the standard loan documents required for securing loans offered by the SBA under its Economic Injury Disaster Loan (EIDL) assistance program in light of the impact of the COVID-19 pandemic on the Organization's business. The Organization received approximately a \$150,000 loan with interest of 2.75%. Installment payments, including principal and interest, are due monthly beginning in January 2023 (30 months from the initial date of the EIDL funding) with monthly payments of \$641, with the first few years of payments being applied against accrued interest. The balance of principal and interest is payable via monthly payments for 30 years from the date of the EIDL. The EIDL is secured by a security interest on all of the Organization's assets.

The aggregate future principal payments of the EIDL loan are as follows as of June 30, 2025:

<u>Year Ending June 30</u>	<u>Amount</u>
2026	\$ 3,563
2027	3,294
2028	3,375
2029	3,482
2030	3,580
Thereafter	132,706
Total	<u>\$ 150,000</u>

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 8 RETIREMENT PLAN

The Organization has a noncontributory defined contribution pension plan (Plan), which covers employees that work over 1,000 hours annually. Effective July 1, 1994, the Plan was amended to be a discretionary contribution determined by the Board. During the years ending June 30, 2025 and 2024, the Board approved an employer contribution of 9% of gross wages. Total pension expense that is included in fringe benefits on the statement of functional expense during the years ending June 30, 2025 and 2024 was approximately \$48,894 and \$265,000, respectively.

NOTE 9 LEASES

The Organization leases office space and equipment for various terms under long-term, noncancelable lease agreements. The leases expire at various dates through 2028. Accumulated amortization of operating leases is included within occupancy on the statement of functional expenses.

The following tables provide quantitative information concerning the Organization's leases as of June 30, 2025 and 2024.

	2025	2024
Right-of-Use Assets	\$ 89,643	\$ -
Less: Accumulated Amortization	(41,808)	-
Total Right of Use Assets, Net	<u>\$ 47,835</u>	<u>\$ -</u>

Lease Cost:

Finance Lease Cost:		
Amortization of Right-to-Use Asset	\$ 507	\$ -
Interest on Lease Obligation	65	-
Operating Lease Cost	16,158	-
Total Lease Cost	<u>\$ 16,730</u>	<u>\$ -</u>

Other Information:

Cash Paid for Amounts Included in the Measurement of Lease Liabilities:

Operating Cash Flows from Finance Leases	\$ 65	\$ -
Operating Cash Flows from Operating Leases	\$ 15,600	\$ -
Financing Cash Flows from Finance Leases	\$ 445	\$ -
Right-of-Use Assets Obtained in Exchange for New Finance Lease Liabilities:	\$ 1,901	\$ -
Right-of-Use Assets Obtained in Exchange for New Operating Lease Liabilities:	\$ 47,835	\$ -

Weighted-Average Remaining Lease Term:

Financing Leases	2.9 Years	0 Years
Operating Leases	3.1 Years	0 Years
Weighted-Average Discount Rate - Finance Leases	3.97%	0%
Weighted-Average Discount Rate - Operating Leases	2.64%	0%

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 9 LEASES (CONTINUED)

A maturity of annual undiscounted cash flows for lease liabilities as of June 30, 2025 is as follows:

<u>Year Ending December 31,</u>	<u>Operating</u>	<u>Finance</u>
2026	\$ 16,623	\$ 556
2027	16,716	556
2028	16,716	417
2029	1,393	-
Total Minimum Lease Payments	51,448	1,529
Less: Amount Representing Interest	(1,985)	(73)
Present Value of Lease Obligation	<u>\$ 49,463</u>	<u>\$ 1,456</u>
Short-Term Lease Liabilities	\$ 16,623	\$ 556
Long-Term Lease Liabilities	32,840	900
Total Lease Liabilities	<u>\$ 49,463</u>	<u>\$ 1,456</u>

NOTE 10 COMMITMENTS AND CONTINGENCIES

Litigation

Certain conditions may exist as of the date the financial statements are issued, which may result in a loss to the Organization but which will only be resolved when one or more future events occur or fail to occur. The Organization's management and its legal counsel assess such contingent liabilities, and such assessment inherently involves an exercise of judgment. In assessing loss contingencies related to legal proceedings that are pending against the Organization or unasserted claims that may result in such proceedings, the Organization's legal counsel evaluates the perceived merits of any legal proceedings or unasserted claims as well as the perceived merits of the amount of relief sought or expected to be sought therein.

If the assessment of a contingency indicates that it is probable that a material loss has been incurred and the amount of the liability can be estimated, then the estimated liability would be accrued in the Organization's financial statements. If the assessment indicates that a potentially material loss contingency is not probable, but is reasonably possible, or is probable but cannot be estimated, then the nature of the contingent liability, together with an estimate of the range of possible loss if determinable and material, would be disclosed.

NOTE 11 CONCENTRATION

The Organization derives its revenue from contracts with a limited number of community-based care organizations and managed care plans. The loss of a significant contract may have a material adverse effect on the Organization's operations. Payment of amounts due from Family Support Services and other community-based care payers is contingent upon that entity's receipt of funds from the Department.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2025 AND 2024**

NOTE 12 EMPLOYEE RETENTION CREDIT REFUNDABLE ADVANCE

In 2023, the Organization filed for the employee retention credit (ERC). At the time of filing, the Organization is required to determine their eligibility based on the events that impacted the Organization's operations during COVID-19. If it is later determined the Organization was not eligible, all ERC funds received, including interest, is required to be paid back to the IRS. As of June 30, 2025, the Organization has received ERC funds of \$1,373,524. At this time, the Organization could not determine if they were eligible, therefore, the funds received in 2025 and prior are recognized as a refundable advance on the statement of financial position in the amount of \$1,373,524 until the IRS statutes of assessment or clawback have passed, whichever is greater.



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors
Carlton Manor, Inc., dba: EverForward
St. Petersburg, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Carlton Manor, Inc., dba: EverForward (the Organization), which comprise the statement of financial position as of June 30, 2025, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated August 21, 2026.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2025-001 that we consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Carlton Manor, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Organization's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Organization's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The Organization's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The signature is written in a cursive, flowing style.

CliftonLarsonAllen LLP

Lakeland, Florida
August 21, 2026



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR
STATE PROJECT AND REPORT ON INTERNAL CONTROL OVER
COMPLIANCE REQUIRED BY CHAPTER 10.650,
*RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA***

Board of Directors
Carlton Manor, Inc. dba: EverForward
St. Petersburg, Florida

Report on Compliance for Each Major State Project

Adverse Opinion

We have audited Carlton Manor, Inc. dba: EverForward's compliance with the types of compliance requirements identified as subject to audit in the Chapter 10.650, Rules of the Auditor General of the State of Florida, that could have a direct and material effect on Carlton Manor, Inc. dba: EverForward's major state projects for the year ended June 30, 2025. Carlton Manor, Inc. dba: EverForward's state project is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, because of the significance of the matter discussed in the Basis for Adverse Opinion section of our report, Carlton Manor, Inc. dba: EverForward did not comply in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major state project for the year ended June 30, 2025.

Basis for Adverse Opinion on Each Major State Project

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Chapter 10.650, Rules of the Auditor General. Our responsibilities under those standards and Chapter 10.650, Rules of the Auditor General are further described in the *Auditors' Responsibilities for the Audit of Compliance* section of our report.

We are required to be independent of Carlton Manor, Inc. dba: EverForward, and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major state project. Our audit does not provide a legal determination of Carlton Manor, Inc. dba: EverForward's compliance with the compliance requirements referred to above.

Matter Giving Rise to Adverse Opinion on Out of Home Supports

As described in the accompanying schedule of findings and questioned costs, Carlton Manor, Inc. dba: EverForward did not comply with requirements regarding Assistance Listing No. 60.074 Out of Home Supports as described in finding number 2025-002 and 2025-003. Compliance with such requirements is necessary, in our opinion, for Carlton Manor, Inc. dba: EverForward to comply with the requirements applicable to that program.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to Carlton Manor, Inc. dba: EverForward's state project.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Carlton Manor, Inc. dba: EverForward's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and Chapter 10.650, Rules of the Auditor General will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Carlton Manor, Inc. dba: EverForward's compliance with the requirements of each major state project as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and Chapter 10.650, Rules of the Auditor General, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Carlton Manor, Inc. dba: EverForward's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of Carlton Manor, Inc. dba: EverForward's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with Chapter 10.650, Rules of the Auditor General, but not for the purpose of expressing an opinion on the effectiveness of Carlton Manor, Inc. dba: EverForward's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

Government Auditing Standards requires the auditor to perform limited procedures on Carlton Manor, Inc. dba: EverForward's response to the noncompliance findings identified in our compliance audit described in the accompanying schedule of findings and questioned costs. Carlton Manor, Inc. dba: EverForward's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we did identify certain deficiencies in internal control over compliance that we consider to be material weaknesses.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a state project on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state project will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as items 2025-002 and 2025-003 to be material weaknesses.

A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on Carlton Manor, Inc. dba: EverForward's response to the internal control over compliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. Carlton Manor, Inc. dba: EverForward's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Board of Directors
Carlton Manor, Inc., dba: EverForward

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of Chapter 10.650, Rules of the Auditor General. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The script is cursive and fluid, with the letters connected in a continuous line.

CliftonLarsonAllen LLP

Lakeland, Florida
August 21, 2026

**CARLTON MANOR, INC.
DBA: EVERFORWARD
SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE
YEAR ENDED JUNE 30, 2025**

Grantor/Pass-Through Entity Program Title	Assistance Listing Number	Pass-Through Entity Identifying Number	Expenditures
STATE FINANCIAL ASSISTANCE			
Department of Children and Families			
Passed Through Children's Network of Hillsborough County Out-of -Home Supports	60.074	FSS-C6-RGC-CMI-FY25	\$ 30,759
Passed Through Children's Network of Southwest Florida Out-of -Home Supports	60.074	FSS-C6-RGC-CMI-FY25	74,133
Passed Through Community Partnership for Children Out-of -Home Supports	60.074	FSS-C6-RGC-CMI-FY25	128,990
Passed Through Safe Children Coalition Out-of -Home Supports	60.074	FSS-C6-RGC-CMI-FY25	34,765
Passed Through ChildNet WPB Out-of -Home Supports	60.074	FSS-C6-RGC-CMI-FY25	23,485
CBC - Purchase of Therapeutic Services for Children	60.183	FSS-C6-RGC-CMI-FY25	2,170
Total Childnet WPB			<u>25,655</u>
Passed Through Family Support Services of Suncoast Out-of -Home Supports	60.074	FSS-C6-RGC-CMI-FY25	1,195,956
CBC - Purchase of Therapeutic Services for Children	60.183	FSS-C6-RGC-CMI-FY25	3,400
Total Family Support Services of Suncoast			<u>1,199,356</u>
Total Expenditures of State Financial Assistance			<u><u>\$ 1,493,658</u></u>

See accompanying Notes to Schedule of Expenditures of State Financial Assistance.

CARLTON MANOR, INC.
DBA: EVERFORWARD
NOTES TO SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE
JUNE 30, 2025

NOTES 1 BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of State Financial Assistance (the Schedule) includes the state financial assistance activity of the Organization under programs of the state governments for the year ended June 30, 2025. The information in this Schedule is presented in accordance with the requirements of State of Florida, Chapter 10.650, *Rules of the Auditor General* (Chapter 10.650). Because the Schedule presents only a selected portion of the operations of the Organization, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Organization.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Chapter 10.650, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The Organization has elected not to use the 10% de minimus indirect cost rate as allowed under the Chapter 10.650.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2025**

Section I – Summary of Auditors’ Results

Financial Statements

1. Type of auditors’ report issued: Unmodified
2. Internal control over financial reporting:
 - Material weakness(es) identified? x yes no
 - Significant deficiency(ies) identified? yes x none reported
3. Noncompliance material to financial statements noted? yes x no

State Financial Assistance

1. Internal control over major state projects:
 - Material weakness(es) identified? x yes no
 - Significant deficiencies identified? yes x none reported
2. Type of auditors’ report issued on compliance for major state projects: Adverse
3. Any audit findings disclosed that are Required to be reported in accordance with Chapter 10.650, Rules of the Auditor General? x yes no

Identification of Major State Projects

Assistance Listing Number(s)

60.074

Name of State Project or Cluster

Out-of-Home Supports

Dollar threshold used to distinguish between Type A and Type B programs:

\$ 448,097

Auditee qualified as low-risk auditee?

 yes x no

**CARLTON MANOR, INC.
DBA: EVERFORWARD
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
JUNE 30, 2025**

Section II – Financial Statement Findings

2025-001 Financial Review and Close Process

Type of Finding:

- Material Weakness in Internal Control

Condition: Carlton Manor, Inc. dba: EverForward's internal controls over certain accounting functions were not operating effectively during the fiscal year. We noted certain account balances at year end were not properly stated. We also noted there were various transactions and account reconciliations that were not properly reviewed or approved, nor had required supporting documentation.

Criteria or specific requirement: A fundamental concept in a good system of internal control is the month/year-end closing process. The basic premise is that monthly, there should be individuals performing a review of financial reports, account reconciliations and credit card transactions to ensure all items are properly recorded and supporting documentation is maintained. This individual reviewing should be separate from the preparer of the reconciliation. Credit card transactions should be properly supported with receipts and statements should be reconciled monthly and properly reviewed.

Effect: Year end balances were materially misstated and there was a lack of evidence of the review of statements (i.e. bank and credit card statements) at the end of reporting periods. It was also noted there were credit card transactions that were not properly approved and potentially represented personal charges from a former employee. However, without proper documentation and support the amount of personal it is not able to be determined the completeness of the personal charges on the Organization's business credit card.

Cause: Internal controls over the financial review and close process were not enforced.

Repeat Finding: No

Recommendation: We recommend Carlton Manor, Inc. evaluate its policies and procedures and ensure they are operating effectively. We recommend implementing an approval process for all transactions and that reconciliations are reviewed and approved by a person other than the preparer on a regular basis.

Views of responsible officials: There is no disagreement with the audit finding.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
JUNE 30, 2025**

Section III – Findings and Questioned Costs – Major State Projects

2025 – 002: Allowable Cost and Period of Performance

State Agency: Department of Children and Families

State Program Name: Out-of-Home Supports

Assistance Listing Number: 60.074

Pass-Through Agency: Children's Network of Hillsborough County, Children's Network of Southwest Florida, Community Partnership for Children, Safe Children Coalition, ChildNet WPB, Family Support Services of Suncoast

Pass-Through Number(s): N/A

Award Period: 1/1/2024 - 12/31/2024; 1/1/2025 - 12/31/2025

Type of Finding:

- Material Weakness in Internal Control over Compliance

Criteria or specific requirement: Monthly invoices, intake forms, and discharge packets should include documentation of the review of an individual other than the preparer.

Condition: During our testing, we noted the Organization did not have adequate internal controls to ensure there was documentation of the review of monthly invoices, intake forms, and discharge forms.

Questioned costs: None

Context: 2 out the 18 monthly invoices selected for testing did not include evidence of a review conducted by an individual other than the preparer. Also, 2 out of 12 discharge packets selected for testing did not include evidence of a review conducted by an individual other than the preparer.

Cause: The Organization's controls over the review and approval of the monthly invoices and discharge packets were not operating effectively.

Effect: The Organization could continue to provide benefits to those discharged and monthly invoices could be inaccurate.

Repeat Finding: No

Recommendation: We recommend the Organization to enhance their internal control over the approval of these documents to ensure the documentation of the approval from an individual other than the preparer is included in supporting documentation and kept for the required period.

Views of responsible officials: Management agrees that the documentation provided did not meet the required standards for evidencing review and approval. However, management states that appropriate reviews were performed by multiple individuals and attributes the issue to insufficient documentation procedures.

**CARLTON MANOR, INC.
DBA: EVERFORWARD
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
JUNE 30, 2025**

Section III – Findings and Questioned Costs – Major State Projects (Continued)

2025 – 003: Reporting

State Agency: Department of Children and Families

State Program Name: Out-of-Home Supports

Assistance Listing Number: 60.074

Pass-Through Agency: Children's Network of Hillsborough County, Children's Network of Southwest Florida, Community Partnership for Children, Safe Children Coalition, ChildNet WPB, Family Support Services of Suncoast

Pass-Through Number(s): N/A

Award Period: 1/1/2024 - 12/31/2024; 1/1/2025 - 12/31/2025

Type of Finding:

- Material Weakness in Internal Control over Compliance

Criteria or specific requirement: Reporting requirements are required to be completed by the specified timeframe and evidence of the approval of the report by an individual other than the preparer should be included in the documentation.

Condition: During our testing, we noted the Organization did not have adequate internal controls to ensure there was documentation of the review of reporting requirements.

Questioned costs: None

Context: 8 of the 15 financial reports and 18 of the 18 special reports selected did not include evidence of a review conducted by an individual other than the preparer.

Cause: The Organization's controls over the review and approval of the required reports were not operating effectively.

Effect: The Organization could have been noncompliant with grant requirements or reporting false information.

Repeat Finding: No

Recommendation: We recommend the Organization to enhance their internal control over the approval of reporting requirements to ensure the documentation of the approval from an individual other than the preparer is included in supporting documentation and kept for the required period.

Views of responsible officials: Management agrees that the documentation provided did not meet the required standards for evidencing review and approval. However, management states that appropriate reviews were performed by multiple individuals and attributes the issue to insufficient documentation procedures.



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**CARLTON MANOR, INC.
DBA: EVERFORWARD
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2025**

Carlton Manor, Inc. dba: EverForward respectfully submits the following corrective action plan for the year ended June 30, 2025.

Audit period: July 1, 2024 – June 30, 2025

The findings from the schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the numbers assigned in the schedule.

FINDINGS—FINANCIAL STATEMENT AUDIT

MATERIAL WEAKNESS

2025-001 Financial Review and Close Process

Recommendation: We recommend the Organization evaluate its policies and procedures to ensure they are operating effectively. These should include a more in-depth review of the balances of accounts at the year-end close, including detailed account reconciliations, timely identification and reclassification of balances, and analytical reviews (including year-over-year comparisons).

Explanation of disagreement with audit finding: There is no disagreement with the audit finding.

Action taken in response to finding: All policies and procedures have been evaluated and improved with new CEO, who came to the organization in April of 2025. A new Fiscal Controls policy has been implemented which ensures in-depth review of balances of accounts at the year-end close, as well as each month along with detailed account reconciliations. The new policy and procedure includes timely identification and reclassification of balances and analytical reviews. In addition to a new CEO, we have a new Board President, Board Treasurer, and a new staff Accounting Specialist. We have implemented more checks and balances, along with a more experienced team, to remove any gaps in fiscal operations and oversight.

Name(s) of the contact person(s) responsible for corrective action: Tonya Ruble-Richter

Planned completion date for corrective action plan: Previously completed and in place currently.

FINDINGS—STATE AWARD PROJECT AUDITS

DEPARTMENT OF CHILDREN AND FAMILIES

MATERIAL WEAKNESS

2025-002 Department of Children and Families – Assistance Listing No. 60.074

Recommendation: We recommend the Organization to enhance their internal control over the approval of these documents to ensure the documentation of the approval from an individual other than the preparer is included in supporting documentation and kept for the required period.



**CARLTON MANOR, INC.
DBA: EVERFORWARD
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2025**

Explanation of disagreement with audit finding: Management agrees that the documentation provided did not meet the required standards for evidencing review and approval. However, management states that appropriate reviews were performed by multiple individuals and attributes the issue to insufficient documentation procedures.

Action taken in response to finding: With a new CEO in April of 2025, and an all new leadership team over all departments, we have audited and improved all processes and procedures. We have implemented processes that document two signatures of review, including one signature of approval other than the preparer, of all DCF program documents, including billing, data reporting, intake process for children, and discharge process for children.

Name(s) of the contact person(s) responsible for corrective action: Tonya Ruble-Richter

Planned completion date for corrective action plan: Completed previously and in place currently.

2025-003 Department of Children and Families – Assistance Listing No. 60.074

Recommendation: We recommend the Organization to enhance their internal control over the approval of reporting requirements to ensure the documentation of the approval from an individual other than the preparer is included in supporting documentation and kept for the required period.

Explanation of disagreement with audit finding: Management agrees that the documentation provided did not meet the required standards for evidencing review and approval. However, management states that appropriate reviews were performed by multiple individuals and attributes the issue to insufficient documentation procedures.

Action taken in response to finding: : With a new CEO in April of 2025, and an all new leadership team over all departments, we have audited and improved all processes and procedures. We have implemented processes that document two signatures of review, including one signature of approval other than the preparer, of all DCF program documents, including billing, data reporting, intake process for children, and discharge process for children.

Name(s) of the contact person(s) responsible for corrective action: Tonya Ruble-Richter

Planned completion date for corrective action plan: Completed previously and in place currently.

If the Oversight Agency has questions regarding this plan, please call Tonya Ruble-Richter at (727)-343-3662.